



**Request for City Council Committee Action  
From the Departments of Convention Center and Procurement**

**Date:** August 13<sup>th</sup>, 2012

**To:** Honorable Betsy Hodges, Chair Ways & Means Committee

**Subject:** **Approval of Official Publication No. 7654 Bids for MCC Portable/Retractable Tiered Riser**

**Recommendation:**

Acceptance of the single bid of StageRight Corporation in the amount of \$715,000.00 to furnish, install and deliver a portable/retractable tiered riser seating system to the City of Minneapolis Convention Center, as follows and per the attached unit pricing schedule:

**Lump Sum      \$715,000.00**

Terms are net-30 days with delivery 30-90 days after receipt of purchase order.

F.O.B.: Destination

**This has been approved by the Civil Rights Department.**

**Prepared by:** Pamela Fernandez

Acting Director, Purchasing

*Pam Fernandez* 7.31.12

**Approved by:** Jeff Johnson

Executive Director, Convention Center

*[Signature]*

**Financial Impact** (Check those that apply)

☐ No financial impact - or - Action is within current department budget.  
(If checked, go directly to Background/Supporting Information)

☐ Action requires an appropriation increase to the Capital Budget

☐ Action requires an appropriation increase to the Operating Budget

☐ Action provides increased revenue for appropriation increase

☐ Action requires use of contingency or reserves

☒ Other financial impact (Explain): Action is within Budget

☐ Request provided to the Budget Office when provided to the Committee Coordinator

**Background/Supporting Information:**

Tabulation of one (1) bid received on Official Publication No. 7654 Bids for MCC Portable/Retractable Tiered Riser

Attachments - Staff Memo  
Tabulation Sheet  
Unit Pricing Schedule

cc: M. Zirbel  
J. Burns

### UNIT PRICING SCHEDULE

Guaranteed for 1 year after original Purchase Order is issued.

	<b>Estimated Quantity</b>	<b>Description</b>	<b>Manufacturer/Model No.</b>	<b>*Unit Price</b>
1.	32 units	8' wide lower section – levels 1-5	710366 StageRight	\$6,422.00/unit
2.	32 units	8' wide middle section – levels 6-10	710373 StageRight	\$6,877.00/unit
3.	32 units	8' wide top section – levels 11-15	710368 StageRight	\$7,180.00/unit
4.	32 units	8' wide backrail section	320568 StageRight	\$ 266.00/unit
5.	60 units	3' wide siderail section	710370 StageRight	\$ 160.00/unit
6.	120 units	rail mount brackets for siderails	108054B StageRight	\$ 38.00/unit
7.	16 units	box stair tread, single step for use in front of lower section	710006 StageRight	\$ 341.00/unit
8.	2 units	storage / transport cart for backrails (individual)	322240 StageRight	\$ 820.00/unit
9.	2 units	storage / transport cart for siderails (individual)	322240 StageRight	\$ 820.00/unit
10.	4 sets	3' wide skirting sections for exposed sides – various heights (15 units/set)	710038 StageRight	\$3,030.00/unit
11.	32 units	8' wide skirting section for exposed rear – fixed height (level 5)	710038 StageRight	\$ 85.00/unit
12.	32 units	8' wide skirting section for exposed rear – fixed height (level 10)	710038 StageRight	\$ 137.00/unit
13.	32 units	8' wide skirting section for exposed rear – fixed height (level 15)	710038 StageRight	\$ 190.00/unit
14.	4 units	Storage / transport hamper for skirting	322113 StageRight	\$ 485.00/unit
15.	84 units	36" high center aisle rail	710371 StageRight	\$ 190.00/unit

\*Unit Price: prices include manufacture, furnish delivery and warranty.

Official Publication 7654  
Bids opened 10 AM, Local  
Time, July 19<sup>th</sup>, 2012  
Minneapolis MN

Lump Sum

\$

715,000.00

1. StageRight

"BIDS FOR MCC PORTABLE /RETRACTABLE TIERED RISER" - Convention Center

We, the undersigned, hereby certify that the above bids were publicly opened and read aloud:

  
FOR THE: FINANCE OFFICER

  
ASST. DIRECTOR, PURCHASING